

WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting - Agenda
Tuesday October 1, 2013
7:00 PM

- I. Opening of the meeting**
- II. Invocation**
- III. Roll call**

IV. Old Business

V. Major Works, Certificate of Appropriateness

A. Major Works

- 1. A request has been made by Mr. and Mrs. Richard Mechling to construct a two story addition on to the rear of their property, located at 603 West Main Street.
- 2. A request has been made by Mr. John and Deborah Logelfo to replace the windows on the second floor and add a fire escape to the side alley for their property, located at 126 W. Main Street.
- 3. A request has been made by James and Sarah Withers to construct a wooden fence in the rear yard, expand bathroom at rear of property on the second floor, alter the pitch of the garage roof, modify roof at rear of the house for better drainage, remove tree in the rear of the yard. All work is located at 622 West Second Street
- 4. A request has been submitted by Thomas and Gail Colley to replace the existing front door with a new fiberglass door on their property located at 523 East Second Street.
- 5. A request has been submitted by William Kenner to install lights on the front porch, add a wrap around balcony to the rear porch and stair, use architectural wire on the balcony, add operable wooden shutters on his property located at 720 East Main Street.
- 6. A request has been made by Mark Kucas to replace the Existing Masonite siding with fiber cement siding, replace any rotten exterior wood with new wood trim, and wrap the existing soffit and fascia with vinyl siding.

A. Minor Works

- 1. A request has been made by the property owner at 149 North Market Street to replace air conditioning unit and replace with a new unit.
- 2. A request has been made by the property owner at 228 Stewart Parkway to change the wording on sign on the building.
- 3. A request has been made by the property owner at 409 N. Bonner Street to repair the floor of the front porch. The owner plans to maintain the original dimensions of the porch.

VII. Other Business

- 1. Election of New Officers
- 2. Design Guidelines Sub-Committee
- 3. Preservation North Carolina Conference, October 2-4, Edenton

VII. Approval of Minutes – September 3, 2013

VIII. Adjourn

MAJOR WORKS

MR. and Mrs. Richard Mechling

126 West Main Street

**CONSTRUCT A Rear Addition onto the
Property**

A.4.2

CITY OF WASHINGTON
HISTORIC PRESERVATION COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Date

9/9/2013

Fee

A: Information on Structure Under ConsiderationAddress: 603 West Main StreetCurrent Owner: Linda and Richard MecklingTax Parcel Number: PIN 5675-68-3927

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Dept. at 975-9383. Has a Building Permit been obtained? YES _____ NO ☒ N/A _____.

B: Information on Person Making ApplicationName: Linda and Richard MecklingAddress: 214 North 6th StreetCity: Wilmington State: NC Zip: 28401 Phone: 910-762-7828**C: Proposed Changes to Structure**

I (We) respectfully request a Certificate of Appropriateness be issued in accordance with the City of Washington Zoning Ordinance for the following reason: (details of the proposed project)

Please see enclosed proposal summary, narrative & photographs.

1. Alteration and

1. Addition to first & second floors at rear of the house

2. Addition - two story back porch & third floor sitting area

3. Alteration & restoration of Widow's Walk.

D: I (We) understand approved requests are valid for one year.

Note: Applicants, and/or their agents or parties of interest are prohibited from any contact in relation to this matter with Historic Preservation Commission members prior to the public hearing.

FOR OFFICE USE ONLY:**ACTION**

- ☐ Approved
☐ Approved with Conditions
☐ Denied
☐ Withdrawn
☐ Staff Approval

DATE

Respectfully Submitted,

Signature

Richard Meckling
9/9/2013



Application for Certificate of Appropriateness
The A. M. Dumay House, c. 1901
603 West Main Street
Washington, NC
Prepared by Linda and Richard Mechling, owners



ADDRESS: 603 W. Main Street

TAX PARCEL NUMBER: 5675-68-3927

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 184 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: Richard and Linda Mechling

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 3418

WINDOW STYLE: upstairs: 1/1 downstairs: same

DOOR STYLE: 2 lite/ 2 panel

ROOF MATERIAL: Asphalt Shingle

DESCRIPTION: DuMay House. Outstanding late 19th century Queen Anne style frame house. Well detailed with shingle trim, gables on consoles, bay windows, fine porch with vernacular porch posts, varied fenestration. Notable cast iron fence and fountain. Built between 1901-1904. DuMay was associated with First National Bank.

OTHER FEATURES: (i.e. fences, accessory building, etc.): Carport- 24 x 12

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: Linda and Richard Mechling, 603 West Main Street, construct two story addition at the rear of the property.

A request has been made by Mr. and Mrs. Mechling for a Certificate of Appropriateness to construct a two story addition at the rear of the property located at 603 West Main Street.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. and Mrs. Mechling for a Certificate of Appropriateness to construct a two story addition on the rear of the property located at 603 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0** Changes to Existing Buildings.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. and Mrs. Mechling for a Certificate of Appropriateness to construct a two story addition on the rear of the property located at 603 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0** Changes to Existing Buildings. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

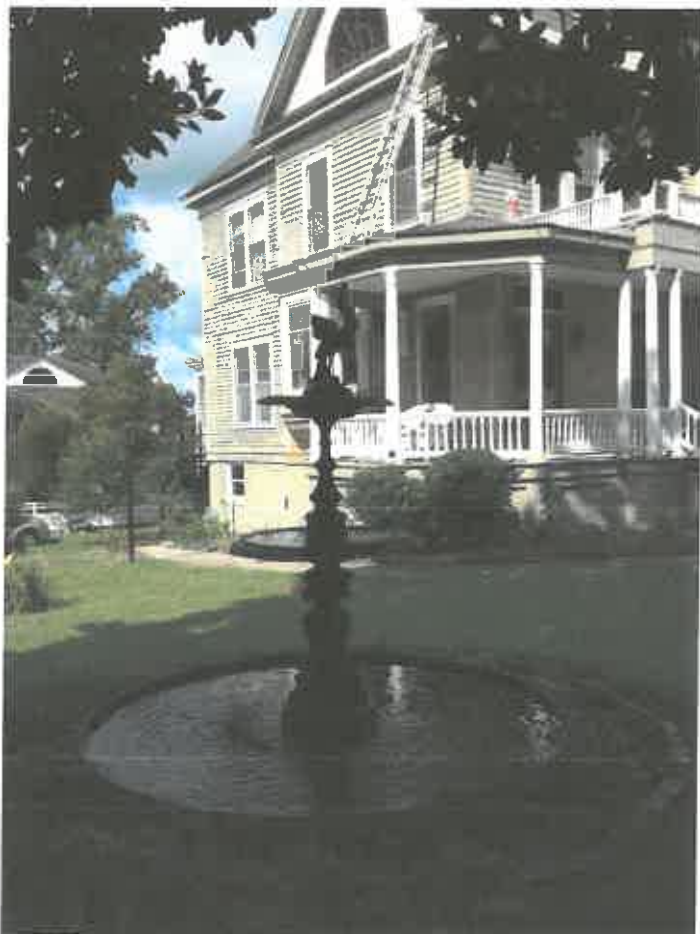
I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. and Mrs. Mechling for a Certificate of Appropriateness to construct a two story addition on the rear of the property located at 603 West Main Street. This motion is based on the following finding of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0** Changes to Existing Buildings.

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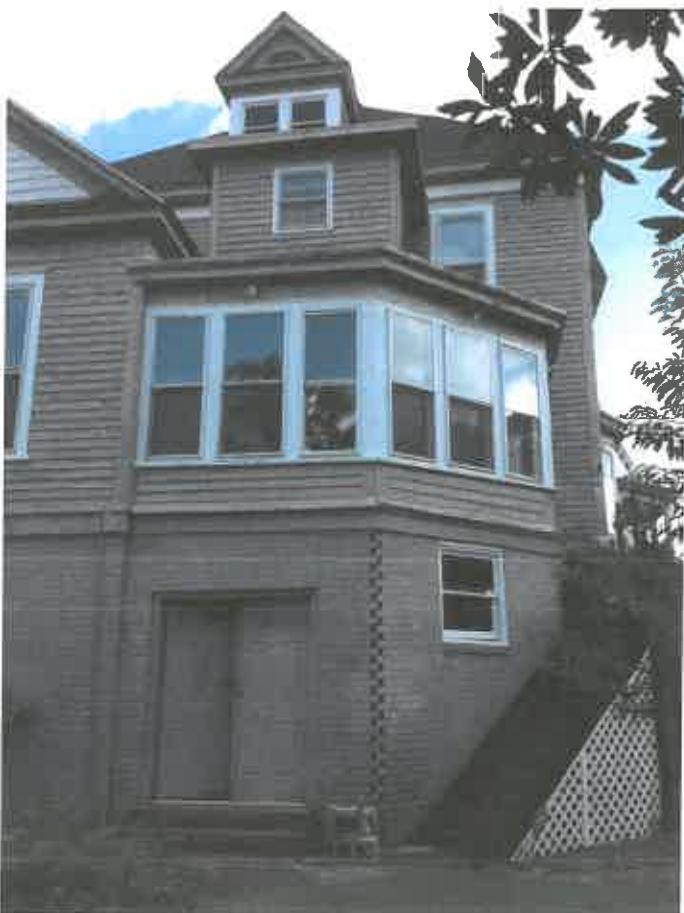


Front of house





Back of the house where
work is being proposed.



East side of house.



West side of house.



The enclosed porch/room, on the back East side of the house is not original to the house. The room would be squared off and aligned with the East wall of the existing enclosed porch/room. The ceiling would be raised to match the 10' ceiling height of the adjacent, existing kitchen. The room depth will remain at 14' 6". Two windows would be added to the room on the East side which will match the original window designs of the main house. Two sets of wood framed, swinging doors would be added to the back of this room, overlooking the proposed first floor porch (see page 14 for proposed doors).

All of the exterior siding and trim will match the existing, original wood and detail.

No changes would be made to the floor plan of the existing first floor kitchen on the back West side of the house with the exception of adding two sets of wood framed swinging doors to the back of the kitchen, overlooking the proposed first floor porch (see page 14 for proposed doors).



Room addition that would be squared off and altered to match the main body of the house.



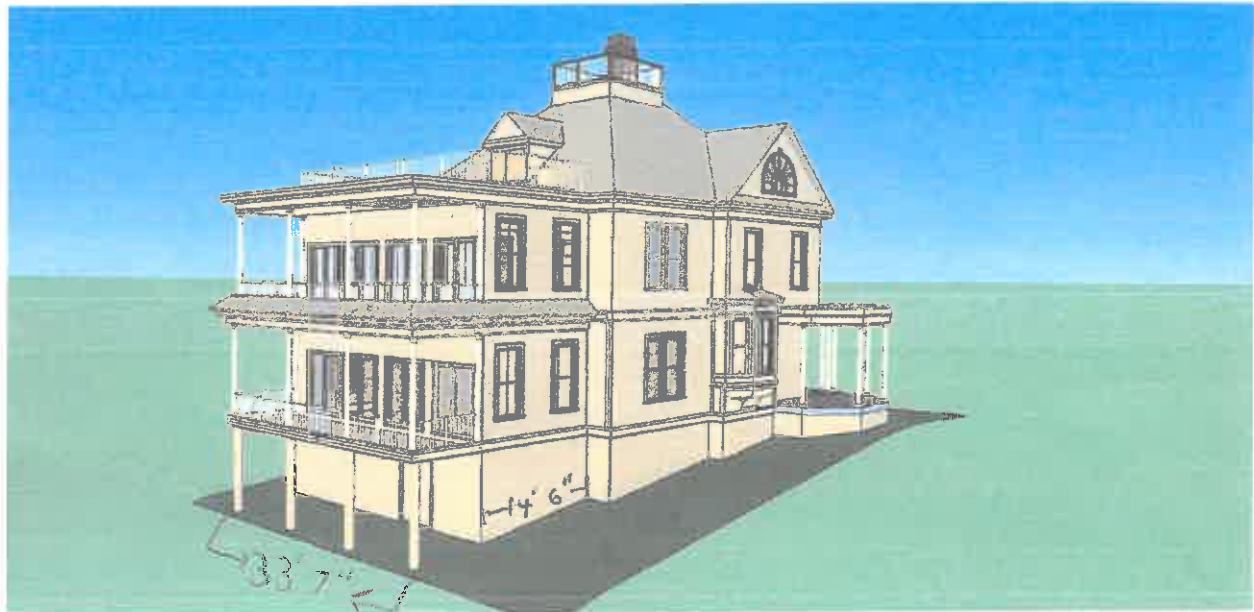
The second floor bathroom, on the back East side of the house is not original to the house. This room would be removed and replaced with a room matching the shape and size of the room directly below it. The room will include two windows on the East side which will match the original window designs of the main house and the windows of the room directly below it. Two sets of wood framed, swinging doors would be added to the back of this room, overlooking the proposed second floor porch (see page 14 for description of doors).

All of the exterior siding and trim will match the existing, original wood and detail.

A second room would be added directly above the existing kitchen and its design will match the second floor adjacent room described above.

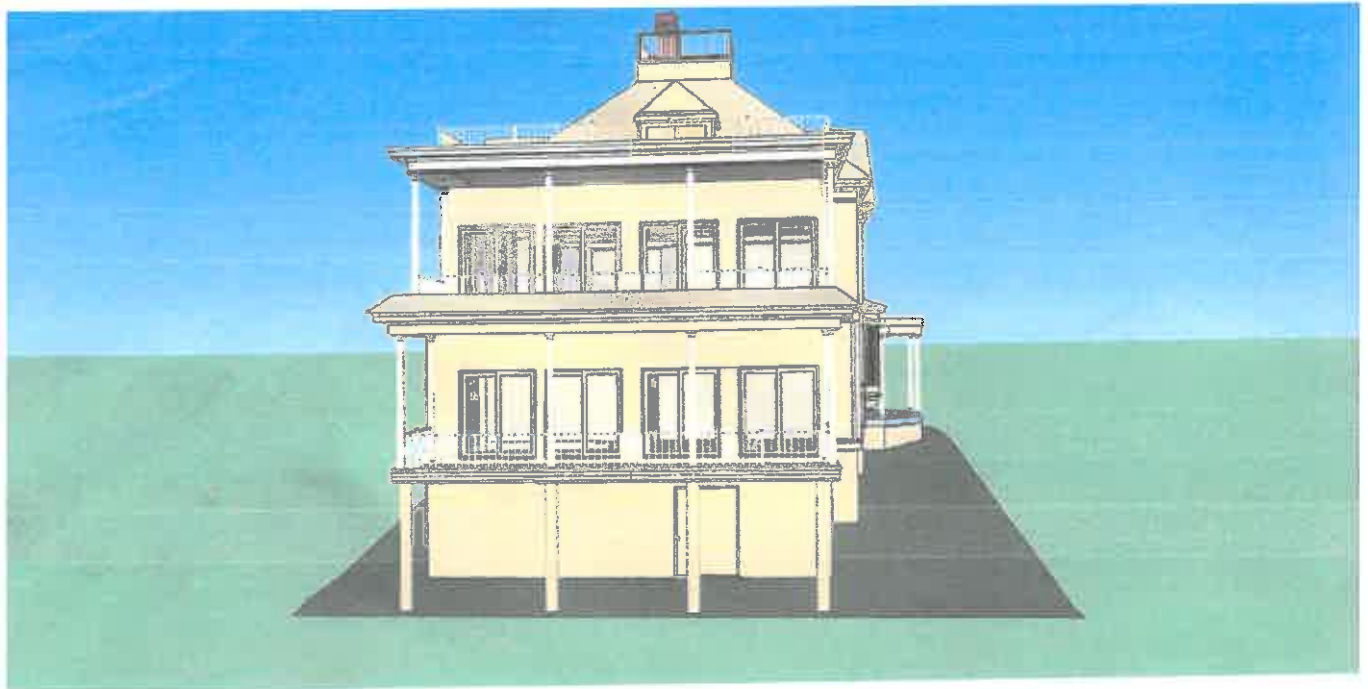


Bathroom addition that would be removed and replaced with a room to match the room directly below it.



A two story porch, 33' 7" wide and 11' 6" deep, would be added to the back of the house off of the proposed room changes on the first and second floors. The columns, porch railings, and balusters will match the original porch design on the existing front of the house. Height and spacing of balusters will be altered from that of the front porch to adhere to code requirements.

The roof of the second floor porch would include a railing with balusters matching the original porch design on the existing front of the house. The newly created sitting area will have access from the existing third floor.

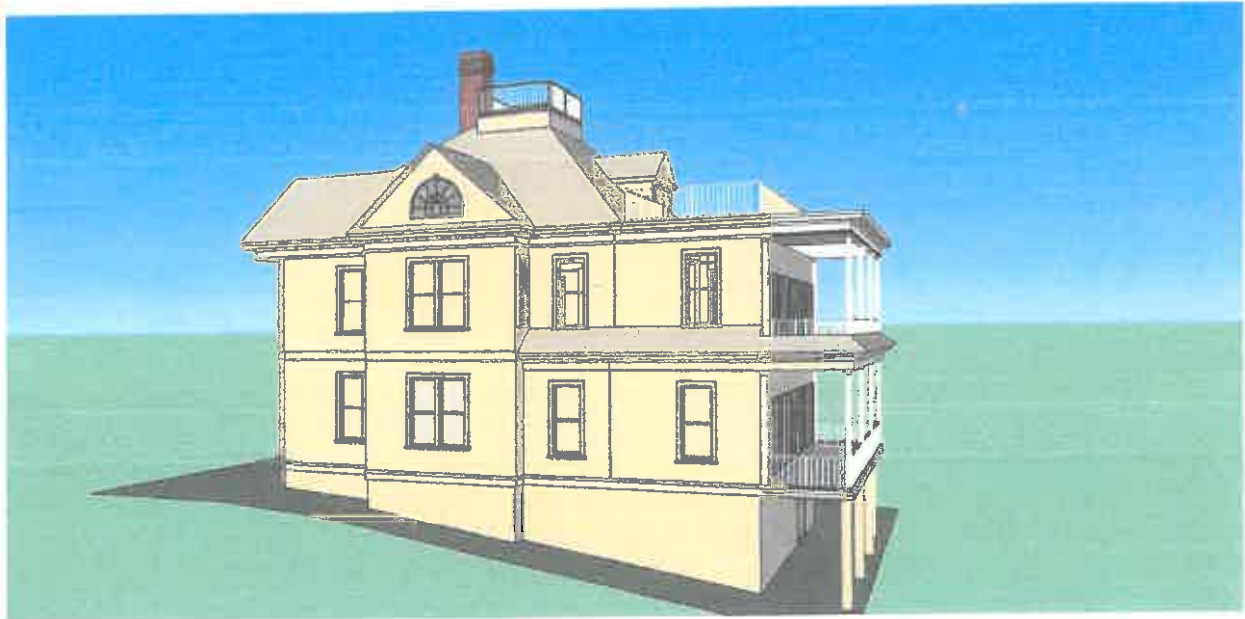
Architectural Sketch of Proposed Porches and Back of House

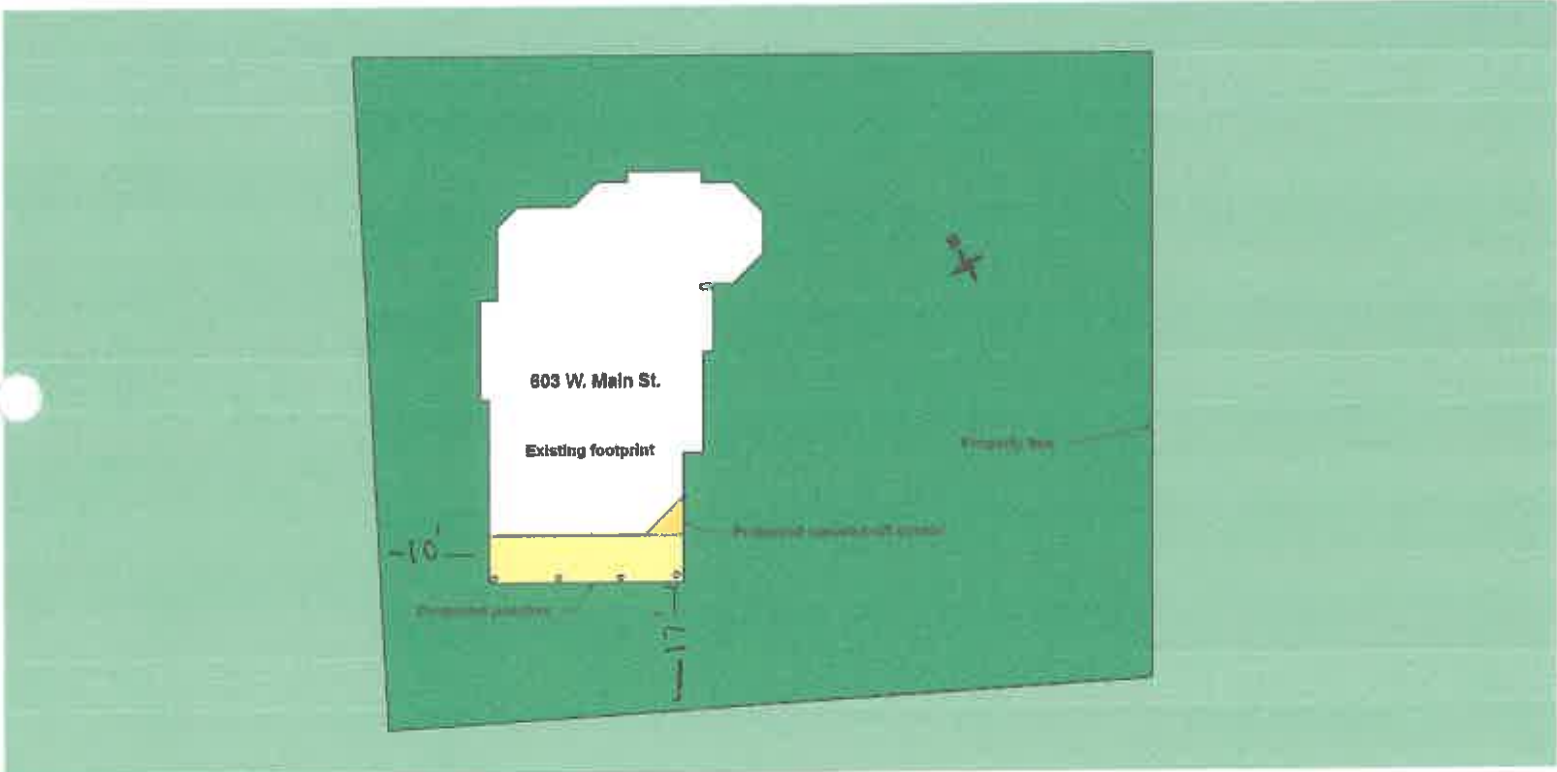
The floor of the existing Widow's Walk would be extended 2' to the rear of the house and 2' on the West and East sides of the house. A wooden railing with balusters would be added and would match the original porch design on the existing front of the house and the proposed porches on the back of the house.

Architectural Sketches of Proposed Widow's Walk



Please note that the balusters on the front of the house were not included in the sketch. No changes are proposed to the front of the house. With the exception of the Widow's Walk (which was original to the house), additions to the back of the house will not be visible from the street directly in front of the house.





Custom Wood | JELD-WEN Doors & Windows#group=All&model=model690#group=A... Page 1 of 2



Home » Patio Doors » Custom Wood » Swinging » Custom Wood Swinging Patio Door

CUSTOM WOOD SWINGING PATIO DOOR

Like 5 ADD TO MY PROJECT PRINT



Options

Model All

Model

2 Panel

Exterior

Grille Designs

No Grille

Exterior Color Options

Brilliant White

Price Range: \$\$\$





Options

Build & Installation

Tech Documents

AuraLast® Wood (Pine) for superior protection against decay and termites. Optional Knotty Alder, Vertical Grain Douglas Fir, Reclaimed Douglas Fir, Mahogany, Oak, Walnut or Cherry. Other options include 41 clad colors, and ENERGY STAR®.

FEATURES

Custom Capabilities: size, shape, design, finish, texture, wood species, glass, grille designs

Color Options: 41 clad exterior colors, copper cladding, 10 wood interior finishes

Wood Options: pine, knotty alder, douglas fir, mahogany, oak, walnut, cherry or custom options

Trim Options: exterior clad and wood trim profiles, interior wood trim profiles, distressing options

Glass Options: energy efficient, protective, textured, tinted, decorative

Maintenance Level: moderate

Project Type: new construction and replacement

ENERGY STAR® Qualified Options: yes

Sustainable Solutions: AuraLast® Wood (pine) with reduced VOCs is standard. Two wood-source certification options are available on AuraLast® Wood: Sustainable Forestry Initiative® (SFI) or Forest Stewardship Council™ (FSC®).

Warranty: limited 20-years

BROCHURES

Architectural Solutions

AuraLast Wood

Coastal Selections

Custom Wood Epic Commercial Door Hardware Options

Custom Wood Window & Patio Door Features Sell Sheet

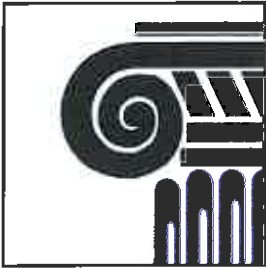
Custom Wood Windows and Patio Doors

HAVE A QUESTION?

Our customer service team is happy to assist you

CONTACT US





CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 603 West Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. and Mrs. Mechling, your property is located within 100 feet of the above referenced property.

Mr. and Mrs. Mechling request to build a two story addition at the rear of the property located at 603 West Main Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 1, 2013

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtonnc.gov

Adjoining Property Owners: 603 West Main Street

- **Barbara Winfield**
527 West Main Street
Washington, NC 27889
- **Frederick Austin**
519 W. Main Street
Washington, NC 27889
- **Anne O'Neal**
511 W. Main Street
Washington, NC 27889
- **Michael Wrough**
111 Wellington Drive
Washington, NC 27889
- **Clyle Swanner**
731 W. 2nd Street
Washington, NC 27889
- **Robert Murphy**
11410 Winding Way Rd.
Charlotte, NC 28226
- **Harlow Ide**
PO Box 277
Washington, NC 27889
- **Oswald Smithwick**
528 W. Main Street
Washington, NC 27889
- **Kathryn Leach**
115 Van Norden Street
Washington, NC 27889
- **Philip Broome**
612 W. Main Street
Washington, NC 27889

- Crawford Mann, Jr.
624 W. Main Street
Washington, NC 27889
- Adele Randall
626 W. Main Street
Washington, NC 27889
- James Chestnutt
627 W. Main Street
Washington, NC 27889
- Sarah Ninan
621 W. Main Street
Washington, NC 27889
- Ashley Futrell, Jr.
PO Box 1788
Washington, NC 27889
- Jeffrey Grady
101 S. Pierce Street
Washington, NC 27889

MAJOR WORKS

MR. and Mrs. John Logelfo

126 W. Main Street

**Install New Windows on the Second Floor
and Add a Fire Escape to the Side Alley**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 126 - W. MAIN Street

Historic Property/Name (if applicable): _____

Owner's Name: John & Deborah Loberfo

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replace Existing 2nd Floor windows

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

John & Deborah Loberfo
(Name of Applicant - type or print)
126 - W. MAIN Street
(Mailing Address) Washington NC 27889
(Zip Code)
9/15/13 252-923-9555
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: Mr. and Mrs. Logeflo have requested the removal and replacement of the windows on the second floor of their property located at 126 West Main Street.

A request has been made by Mr. and Mrs. Logeflo for a Certificate of Appropriateness to replace the windows on the second floor and to add a fire escape at the side alley of their property at 126 West Main Street.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. and Mrs. Logeflo to replace the windows on the second floor of the property located at 126 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. and Mrs. Logeflo to replace the windows on the second floor of the property located at 126 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. and Mrs. Logeflo to replace the windows on the second floor of the property located at 126 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.

PROPOSED COUNTERBALANCED
FIRE ESCAPE STAIRS
FOR JOHN LOGELFO

ADJACENT STRUCTURE

APPROXIMATELY 43'

APPROXIMATELY 26'

9'-2"
5'-8"
3'-6"

ALLEY WIDTH

BEDROOM-0206
15'-7" X 10'-4"

MASTER BEDROOM-0207
14'-10" X 11'-4"

HIC-0209
5'-1" X 5'

MASTER BATH-0208
12'-5" X 6'

BATH-0210
7'-0" X 5'

BEDROOM-0204
15'-2" X 10'

FAMILY ROOM-0205
15'-9" X 23'

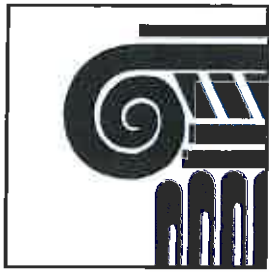
KITCHEN-0204

HALL-0201

BATH-0203

SITTING ROOM-0202

LA Bella Slices & Ices
126- w. main Street



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 126 West Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. and Mrs. John Logeflo, your property is located within 100 feet of the above referenced property.

Mr. and Mrs. John Logeflo request to replace their existing second floor windows with new replacement windows on the property located at 126 West Main Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 1, 2013

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtongov.com

Adjoining Property Owners: 126 W. Main Street

- Ellen Lewis Morgan Heirs
116 River Rd.
Washington, NC 27889
- William Mayo, Jr.
411 River Rd.
Washington, NC 27889
- Josephine Nobles
600 Winged Foot Ct.
New Bern, NC 28562
- Ravenswood Properties
1641 Brook Run Dr.
Raleigh, NC 27614
- Wells Fargo
1298 E. 14th Street
San Leandro, CA 94577
- ALM Investment, Co.
610 Courtland St.
Greensboro, NC 27401
- Robert Henkle
305 Fort Shores Dr.
Chocowinity, NC 27817
- William Jefferson
PO Box 901
Washington, NC 27889
- Etta Beckman
136 N. Washington Street
Washington, NC 27889
- Mary Sue Franklin
106 W. Main Street
Washington, NC 27889

- **Stanley Friedman**
PO Box 1845
Washington, NC 27889
- **L. Wright Properties**
407 Queen Rd.
Greenville, NC 27858
- **Mark Gray**
108 N. Elm Street
Greensboro, NC 27401
- **J. Whit Blackstone**
222 W. Stewart Parkway
Washington, NC 27889
- **Jayne Wall**
111 S. Reed Dr.
Washington, NC 27889

MAJOR WORKS

Mr. and Mrs. James Withers

622 West Second Street

**Construct Wooden Fence in Rear Yard, Add
Bathroom to Second Floor, Alter Pitch of
Garage Roof, Change House and Garage
Roof to Metal**

A.4.2

CITY OF WASHINGTON
HISTORIC PRESERVATION COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Date September 19, 2013

Fee _____

A: Information on Structure Under ConsiderationAddress: 622 W. Second StreetCurrent Owner: James and Shirley NormanTax Parcel Number: 5675-69-3790

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Dept. at 975-9383. Has a Building Permit been obtained? YES _____ NO X N/A _____.

B: Information on Person Making ApplicationName: James and Sarah WithersAddress: 1088 Allen Road, Apt. 1HCity: Greenville State: NC Zip: 27834 Phone: 252-646-2257**C: Proposed Changes to Structure**

I (We) respectfully request a Certificate of Appropriateness be issued in accordance with the City of Washington Zoning Ordinance for the following reason: (details of the proposed project)

Please see enclosed "Summary of Proposed Work", map, and drawings. We are under

contract to purchase this home and have obtained funding for renovations that

necessitates beginning work as soon as closing takes place. We will be the owners

of the property when construction begins.

D: I (We) understand approved requests are valid for one year.

Note: Applicants, and/or their agents or parties of interest are prohibited from any contact in relation to this matter with Historic Preservation Commission members prior to the public hearing.

FOR OFFICE USE ONLY:**ACTION****DATE**

- | | |
|---|-------|
| <input type="checkbox"/> Approved | _____ |
| <input type="checkbox"/> Approved with Conditions | _____ |
| <input type="checkbox"/> Denied | _____ |
| <input type="checkbox"/> Withdrawn | _____ |
| <input type="checkbox"/> Staff Approval | _____ |

Respectfully Submitted,



Signature

Summary of Proposed Work

The Rumley House located at 622 West Second Street has been vacant for a significant amount of time. While the original, historic structure appears to be in excellent shape, the additions and outbuildings are aging less gracefully. Our goal with the home is to maintain the original character of the home, with particular respect to the existing facade on West Second Street, while making improvements that will stabilize the structure, better match the existing additions and outbuildings to the historic structure, make the home more livable, and improve its value. The major items of work are as follows:

- Conduct an engineering analysis and stabilize the foundation. One item that will particularly boost the home's curb appeal is leveling the sagging front porch roof. A wooden fence and gate, intended to match the existing fence around the back yard, will be reconstructed to isolate the back yard from Washington Quick Lube, a neighboring business.
- The entire exterior of the home, including the detached garage, will be completely stripped, sanded, repaired as needed, and repainted.
- Both bathrooms in the home will be renovated. The upstairs bathroom will be expanded to include a new closet. This expansion will not increase the footprint of the home at ground level, and will include modifications to the siding to make the transition from the original structure to the additions less apparent.
- The roof of the garage, which currently has two sections that do not match the house's primary roof pitch, will be altered to have one consistent pitch across its complete depth. This modification to the outbuilding will provide storage space while altering the character of the outbuilding to better match the historic home.
- The roofs over the back of the home, which are not original to the home, will be modified to encourage appropriate drainage before an entirely new metal roof system is installed on the house and the garage. Currently, there is an unattractive and historically inappropriate combination of metal roofing and asphalt shingles.
- An existing tree in the back yard that is located too close to the home will be removed.

→ replacing
7 ft. wooden
that was
there









REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: Mr. and Mrs. Withers have requested the installation of a replacement fence, new roof on the main house and garage, expansion of second floor rear bathroom, and removal of a Bradford Pear tree. Their property is located at 622 West Second Street.

A request has been made by Mr. and Mrs. Withers for a Certificate of Appropriateness to replace a damaged fence, install a new roof on the main house and garage, change the pitch of the garage roof, expand a second floor bathroom, and remove a Bradford Pear Tree at the property located at 622 West Second Street.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. and Mrs. Withers to replace their fence, expand the second floor bathroom, install a metal roof on the main house and garage as well as change the pitch of the garage roof to improve drainage, and finally, to remove a Bradford Pear tree from their rear yard, at the property located at 622 West Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings** and **Section 4.0 Streetscape and Site Design**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. and Mrs. Withers to replace their fence, expand the second floor bathroom, install a metal roof on the main house and garage as well as change the pitch of the garage roof to improve drainage, and finally, to remove a Bradford Pear tree from their rear yard, at the property located at 622 West Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings** and **Section 4.0 Streetscape and Site Design**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

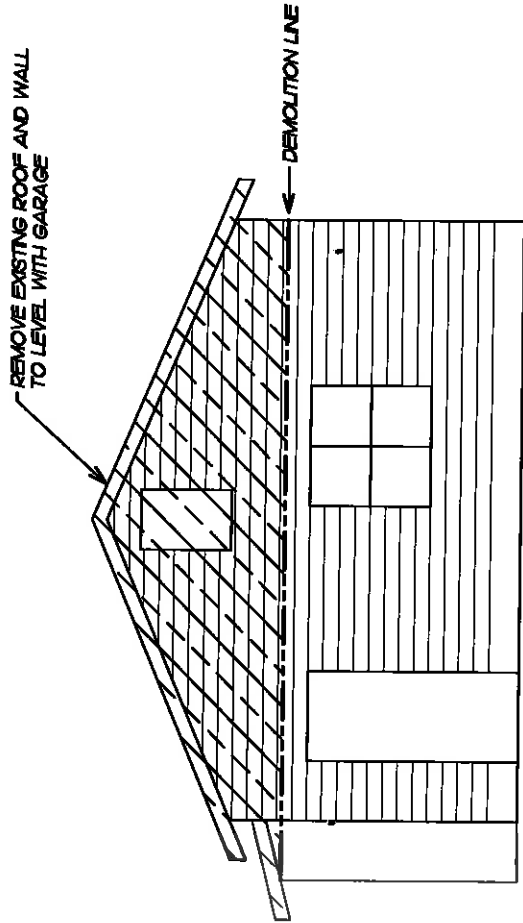
Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. and Mrs. Withers to replace their fence, expand the second floor bathroom, install a metal roof on the main house and garage as well as change the pitch of the garage roof to improve drainage, and finally, to remove a Bradford Pear tree from their rear yard, at the property located at 622 West Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings** and **Section 4.0 Streetscape and Site Design**.

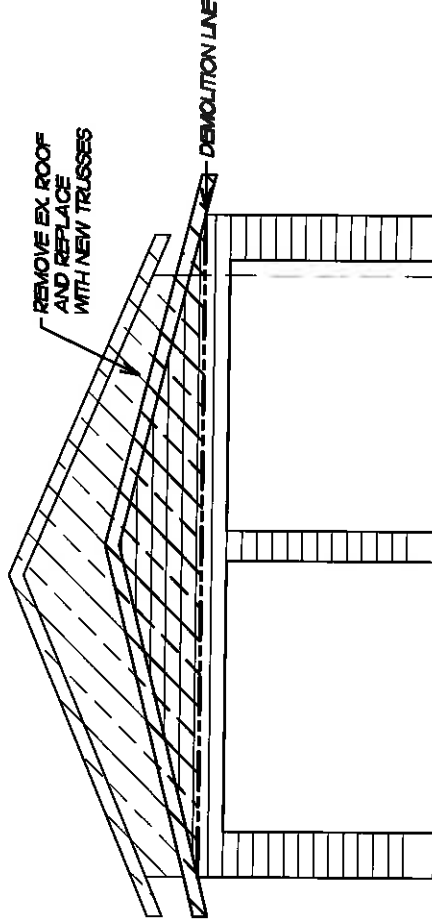


**622 West Second Street
Washington, North Carolina**

Note: Improvements not shown to scale.



1 SOUTH ELEVATION
GARAGE



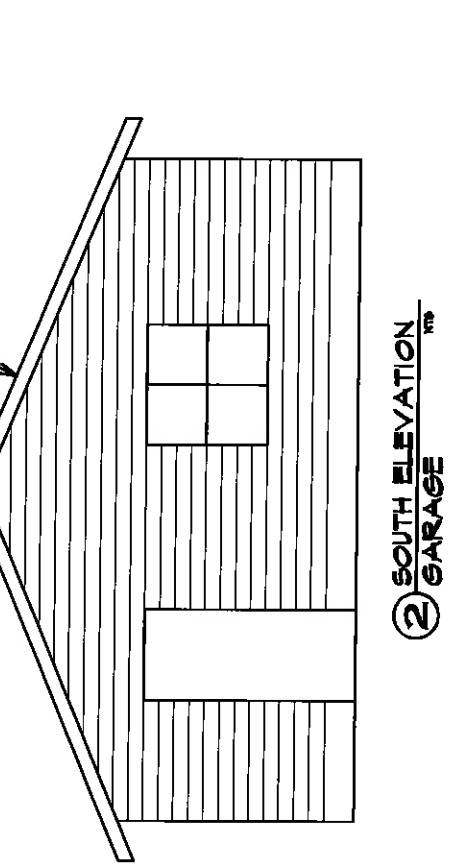
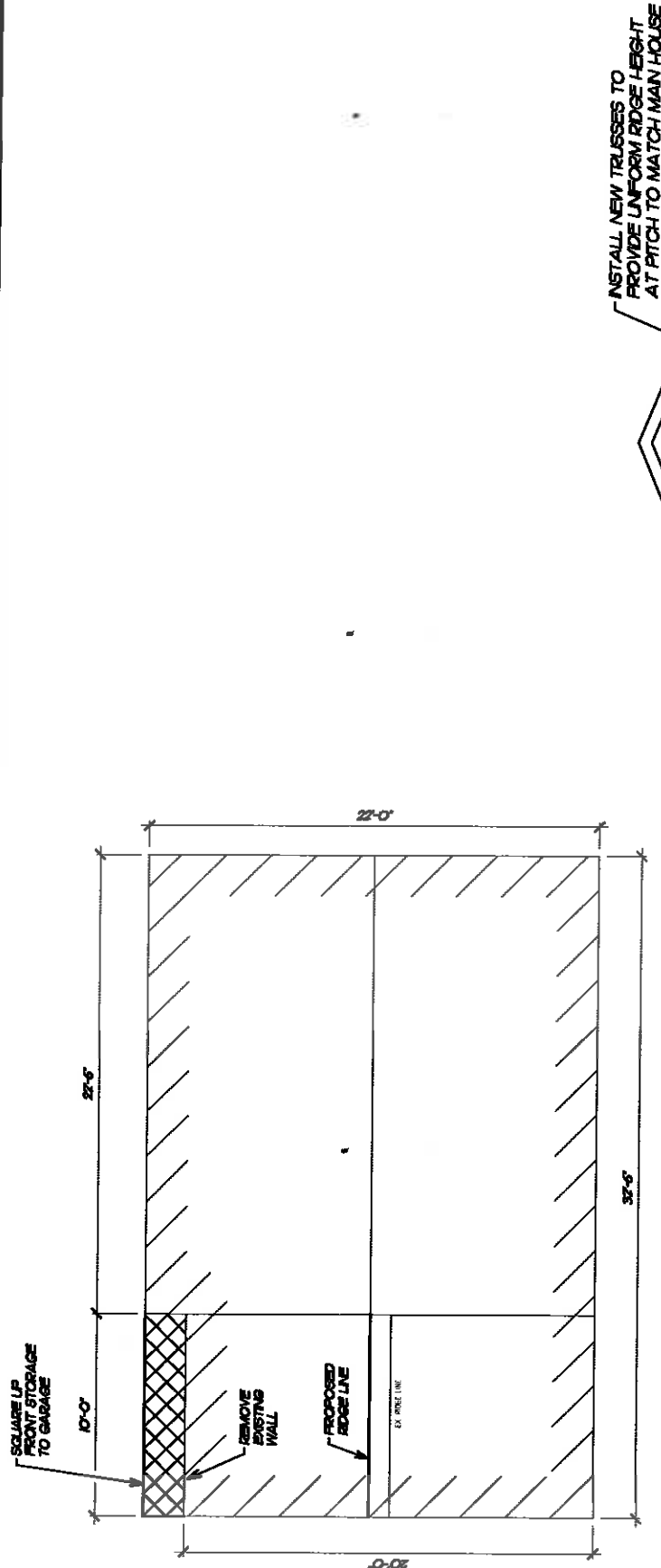
2 NORTH ELEVATION
GARAGE

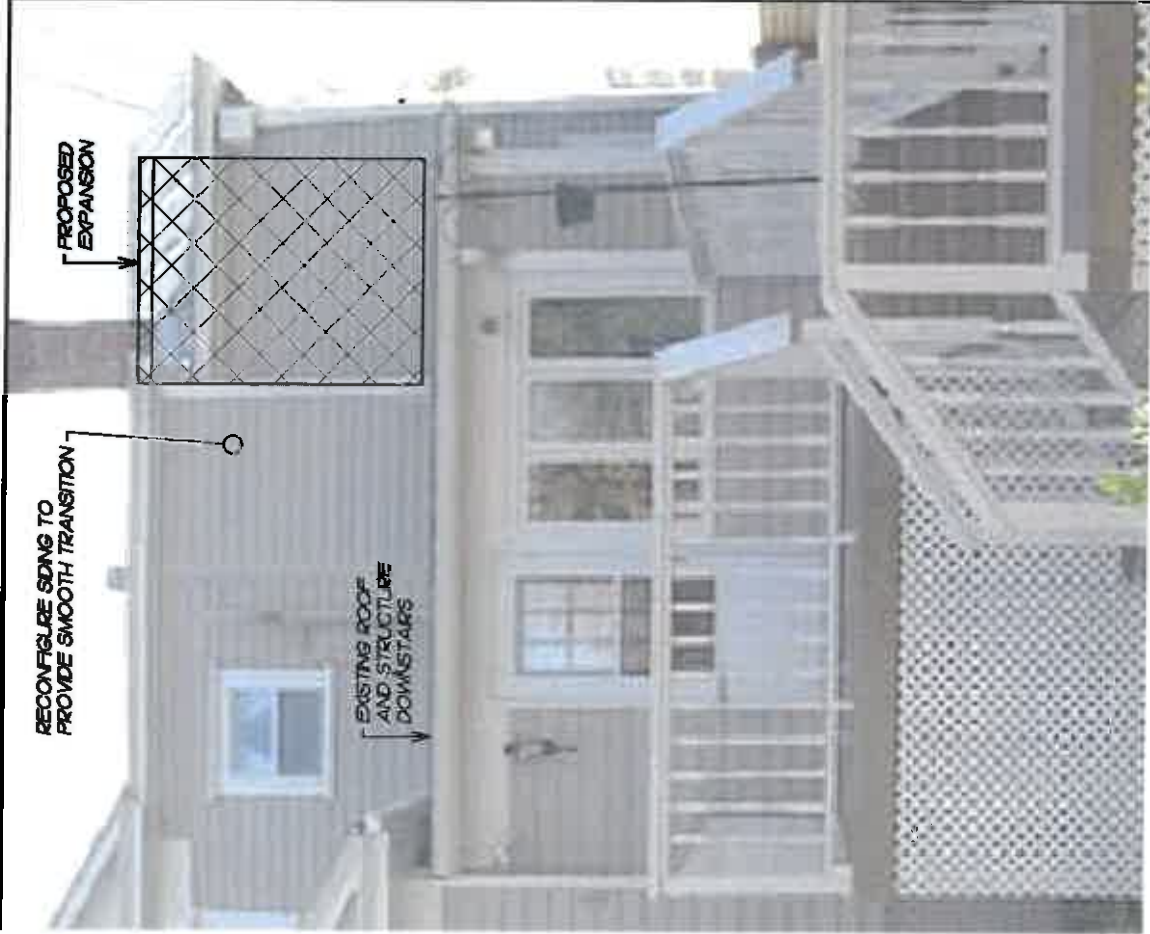
EXISTING GARAGE DEMOLITION PLAN

THE RUMLEY HOUSE
622 West Second Street - Washington, NC 27889
James D. & Sarah Beth Withers

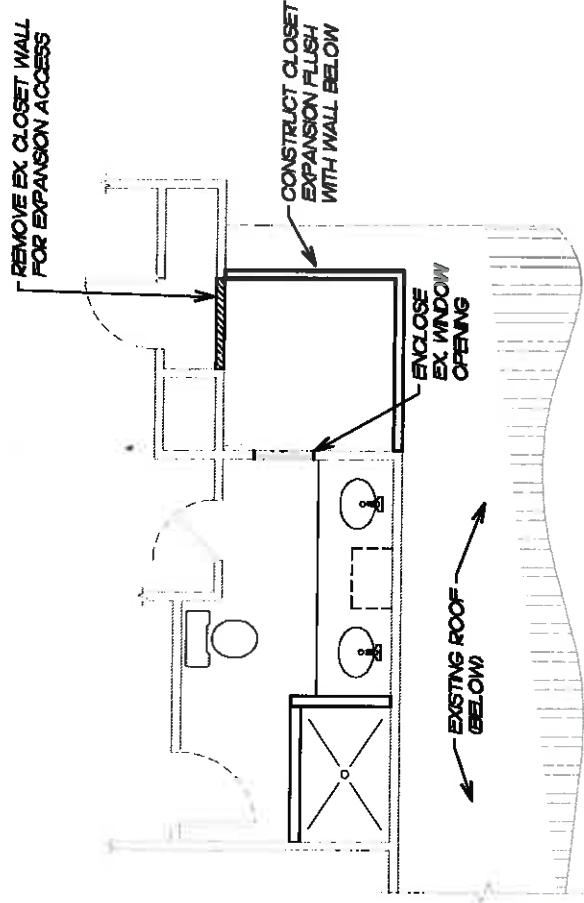
DRAFT LC DW
SCALE As Shown
DATE 1.7-Sep-13

SHEET
1
of 4





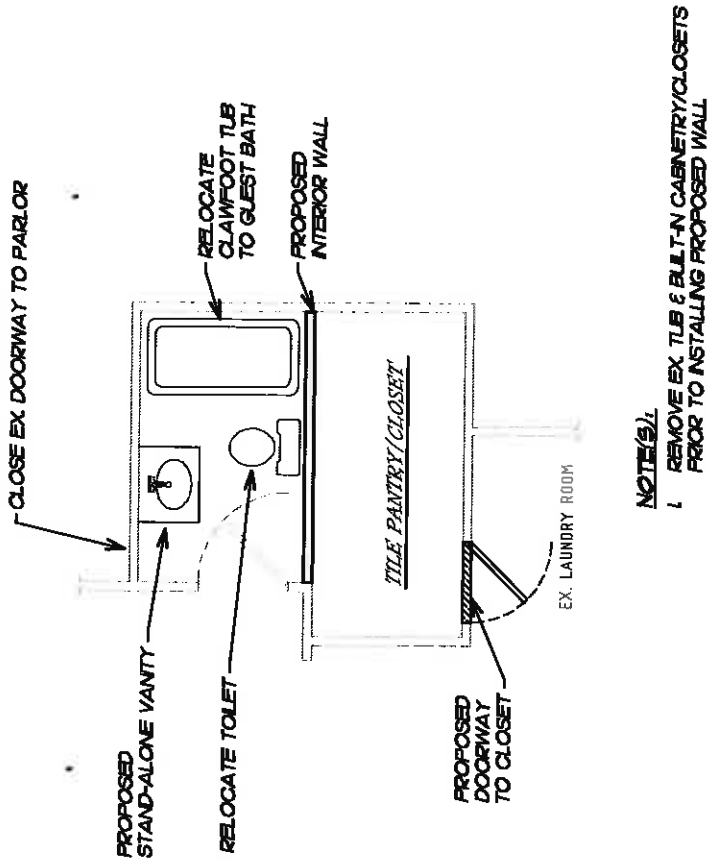
1 NORTH ELEVATION
of
MAIN HOUSE



2 MASTER BATHROOM
of
PLAN

NOTES:

1. DEMO EXISTING FIXTURES & WALLS AS REQ'D
2. SHEETROCK & INSULATE ALL INTERIOR SPACES INVOLVED IN DEMO/ADDITIONS



1 **GUEST BATHROOM IMPROVEMENTS**
PLAN



ADDRESS: 622 W. 2nd Street

TAX PARCEL NUMBER: 5675-69-3790

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 258

NON-CONTRIBUTING NUMBER:

CURRENT OWNER: James C Norman

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 2167

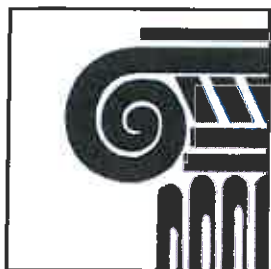
WINDOW STYLE: upstairs: 2/2 downstairs: 1/1

DOOR STYLE:

ROOF MATERIAL: Tin

DESCRIPTION: 2 story late 19th early 20th century frame L-shaped house with bracketed detail, 1920s porch posts.

OTHER FEATURES: (i.e. fences, accessory building, etc.): Garage- 1.5 S FR 16 x 32



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 622 W. Second Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. and Mrs. Withers, your property is located within 100 feet of the above referenced property.

Mr. and Mrs. Withers requests to repair the 7 foot wooden fence in the rear of the yard, expand the second floor at the rear of the property for a bathroom renovation, change the pitch of the garage roof for drainage purposes, install a new metal roof on the main house, and remove a Bradford Pear tree in the back yard of the property located at 622 West Second Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 1, 2013

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtonnc.gov

Adjoining Property Owners: 622 West Second Street

- William Deatherage
106 Beechtree Rd.
Washington, NC 27889
- Torseten Warnatsch
620 West 2nd Street
Washington, NC 27889
- KB Dickerson
109 West 13th Street
Washington, NC 27889
- Margaret Branchaud
610 W. 2nd Street
Washington, NC 27889
- Justin Ferrari
117 Arbor Drive
Washington, NC 27889
- Mitchell Norton
706 West 2nd Street
Washington, NC 27889
- William Litchfield
655 West 3rd Street
Washington, NC 27889
- Lillie Woolard
1712 Terrapin Tract Rd.
Washington, NC 27889
- WRC, LLC
1110 N. Respass Street
Washington, NC 27889
- WSD, INC.
607 West 3rd Street
Washington, NC 27889

- Gary Williams
600 West 2nd Street
Washington, NC 27889
- Deasvetoe Black
222 N. Pierce Street
Washington, NC 27889
- Judi Hickson
627 West 2nd Street
Washington, NC 27889
- Jean Gaumont
617 West 2nd Street
Washington, NC 27889
- Ronald Buttry
514 Bay Lake Dr.
Chocowinity, NC 27817

MAJOR WORKS

MR. and Mrs. Thomas Colley

523 East Second Street

**Replace Front Door With New Fiberglass
Door Unit**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 523 EAST SECOND STREET WASHINGTON, NC

Historic Property/Name (if applicable): _____

Owner's Name: THOMAS and GAIL COLLEY

Lot Size: 60 feet by 150 feet.
(width) (depth)

Brief Description of Work to be Done:

WE WOULD LIKE TO REPLACE OUR EXISTING FRONT DOOR. IT IS
DAMAGED AND BEYOND REPAIR. WE WOULD REPLACE THE
DOOR WITH A NEW FIBERGLASS DOOR UNIT SIMILAR TO THE
EXISTING ONE. WE WILL EMPLOY LOCAL CONSTRUCTION
COMPANY: JESSEN THANK YOU

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

THOMAS N COLLEY
(Name of Applicant - type or print)
3515 LOCHNOLA PARKWAY 27705
(Mailing Address) (Zip Code)
SEPTEMBER 15, 2013 919-475-0040
(Date) (Daytime Phone Number)
Thomas N Colley
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the





REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: Mr. and Mrs. Colley have submitted a request to remove the current front door and replace it with a new fiberglass door unit on their property located at 523 East Second Street.

A request has been made by Mr. and Mrs. Colley for a Certificate of Appropriateness to replace the front door of their property at 523 East Second Street.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. and Mrs. Colley to replace the front door with a new fiberglass door unit on the property located at 523 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. and Mrs. Colley to replace the front door with a new fiberglass door unit on the property located at 523 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. and Mrs. Colley to replace the front door with a new fiberglass door unit on the property located at 523 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.



ADDRESS: 523 E. 2nd Street

TAX PARCEL NUMBER: 5685-07-8036

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 329

NON-CONTRIBUTING NUMBER:

CURRENT OWNER: Thomas Colley

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 1985

WINDOW STYLE: upstairs: 6/6 downstairs: same

DOOR STYLE:

ROOF MATERIAL: Tin

DESCRIPTION: 2 story late 19th, early 20th century frame house. Diagonal sheathing under porch, chamfered porch posts, molded corner posts, entrance with sidelights and transom.

OTHER FEATURES: (i.e. fences, accessory building, etc.):



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 523 East Second Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. and Mrs. Thomas Colley, your property is located within 100 feet of the above referenced property.

Mr. and Mrs. Colley request to replace the existing front door with a new fiberglass door unit on their property located at 523 East Second Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 1, 2013

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtongov.com

Adjoining Property Owners: 523 East Second Street

- **Jessie Housley**
525 E. Second Street
Washington, NC 27889
- **James Clark**
122 Brown Street
Washington, NC 27889
- **Kevin Duffy**
1512 Briarwood Place
Raleigh, NC 27614
- **Eddie Stone**
513 E. Second Street
Washington, NC 27889
- **Kit Yeung**
509 E. Second Street
Washington, NC 27889
- **Frederick Hawkins**
507 E. Second Street
Washington, NC 27889
- **Rodney Whitley**
532 E. Second Street
- **James Helms**
528 E. Second Street
Washington, NC 27889
- **Mark Keusenkoth**
524 E. Second Street
Washington, NC 27889
- **Cache Reed**
518 E. Second Street
Washington, NC 27889

- **Fred Read**
411 Walnut Street #7595
Green Cove Springs, FL 32043
- **Dorcas O'Rourke**
510 E. Second Street
Washington, NC 27889
- **Harry Tubaugh**
2964 Corsica Rd.
Washington, NC 27889

MAJOR WORKS

Mr. William Kenner

720 East Main Street

**Install Lights on Front Porch, Add Wrap
Around Balcony to the Back Porch, Install
Architectural Wiring on the Balcony, and
Install Operable Shutters.**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 720 E Main ST

Historic Property/Name (if applicable): _____

Owner's Name: William Kenner

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Light on front porch
wrap Around Balcony on Back porch
and stairs
Art Echal wire on balcony
wood shutters that work

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

William Kenner IV
(Name of Applicant - type or print)
743 West 27889
(Mailing Address) (Zip Code)
9/20/2013 919 395-8781
(Date) (Daytime Phone Number)
William Kenner IV
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: William Kenner has submitted a request to install lights on the front porch, build a wrap around balcony off his back porch and add stairs from porch to yard, use architectural wire on the balcony in place of wooden material and install operable wood shutters on the property located at 720 E. Main Street.

A request has been made by William Kenner for a Certificate of Appropriateness to install lights on the front porch, build a wrap around balcony off the rear deck and add stairs, install architectural wiring as railing on the deck, and install operable wooden shutters on the property located at 720 E. Main Street.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to William Kenner to allow for the construction of a wrap around balcony off the rear deck and install stairs, use architectural wiring in the place of wooden rails, and install operable wood shutters on the property located at 720 E. Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to William Kenner to allow for the construction of a wrap around balcony off the rear deck and install stairs, use architectural wiring in the place of wooden rails, and install operable wood shutters on the property located at 720 E. Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to William Kenner to allow for the construction of a wrap around balcony off the rear deck and install stairs, use architectural wiring in the place of wooden rails, and install operable wood

shutters on the property located at 720 E. Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.





CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 720 East Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. Kenner, your property is located within 100 feet of the above referenced property.

Mr. Kenner requests to install a wrap around porch on the rear façade off the back porch, install architectural wiring on the back deck, and install operable shutters on the property located at 720 East Main Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 1, 2013

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtontnc.gov

Adjoining Property Owners: 720 East Main Street

- John and Sandra Harvey
8714 Cypress Club Dr.
Raleigh, NC 27615
- Douglas and Diane Wright
728 East Main Street
Washington, NC 27889
- Hugh and Sylvia Sterling
718 East Main Street
Washington, NC 27889
- Lisa Clark
102 James Court
Chocowinity, NC 27817
- Eugene Fellerger and Laura Frye
712 East Main Street
Washington, NC 27889
- Kenneth and Paula Tisdale
704 East Main Street
Washington, NC 27889
- James and Cheryl Peavyhouse
517 Boulevard SE
Atlanta, GA 30312
- Don Crawford
236 Huntington Ave., Suite 318
Boston, MA 02115
- Moira and Stephen Laughlin
1227 Surf Ave
Pacific Grove, CA 93950
- Stephen and Rachel Smith
1313 College Place
Raleigh, NC 27605

- Sam Carty
c/o Peggy Farrell
150 Lowtide Lane
Bath, NC 27808
- Constance Howard
137 East Main Street
Washington, NC 27889



ADDRESS: 720 E. Main Street

TAX PARCEL NUMBER: 5685-16-4223

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 100

NON-CONTRIBUTING NUMBER:

CURRENT OWNER: William Keller

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 1935

WINDOW STYLE: upstairs: 4/1 downstairs: same

DOOR STYLE: 4 lite/3 panel

ROOF MATERIAL: Asphalt Shingle

DESCRIPTION: 2 story early 20th century frame house with 1920s type porch.

OTHER FEATURES: (i.e. fences, accessory building, etc.): Storage- 1 S 10 x 12

MAJOR WORKS

Mr. Mark Kucas

406 East Main Street

**Replace Existing Masonite Siding with
Fiber Cement Siding, Replace Any Rotten
Trim with New Wood Trim, and Wrap
Existing Soffit and Fascia with Viny.**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 406 E. MAIN ST

Historic Property/Name (if applicable): N/A

Owner's Name: MARK KUCAS, STEVE KUCAS, KELLI CLARK

Lot Size: 50 feet by 100 feet.
(width) rough estimate (depth)
on lot size

Brief Description of Work to be Done:

- REPLACE EXISTING MASONITE SIDING WITH FIBER CEMENT SIDING.
- REPLACE ANY ROTTEN EXTERIOR WOOD WITH NEW WOOD TRIM.
- PREFERRED OPTION #1 TO WRAP EXISTING SOFFIT/FASCIA WITH VINYL.
- OPTION #2 REPLACE ROTTEN SOFFIT/FASCIA WITH NEW, PAINTED WOOD.
- * APARTMENT BUILDING IS NON-CONTRIBUTING & NOT HISTORIC.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

MARK KUCAS
(Name of Applicant - type or print)

107 BENEDUM PL. CARY, NC 27518
(Mailing Address) (Zip Code)

9/23/13 919-412-1556
(Date) (Daytime Phone Number)

Mark H. Kucas
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____ Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: Mr. Mark Kucas has requested permission to replace existing Masonite siding with fiber cement siding, replace any rotten exterior wood with new wood trim and to wrap existing soffit and fascia with vinyl on the property located at 406 East Main Street.

A request has been made by Mr. Kuckas for a Certificate of Appropriateness to replace the existing Masonite siding with fiber cement siding, replace any rotten exterior wood with new wood trim and to wrap existing soffit/fascia with vinyl on the property located at 406 East Main Street.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Kucas to replace existing Masonite siding with new fiber cement siding, replace any rotten wood with new wood trim and wrap existing soffit and fascia with vinyl for the property located at 406 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Kucas to replace existing Masonite siding with new fiber cement siding, replace any rotten wood with new wood trim and wrap existing soffit and fascia with vinyl for the property located at 406 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. Mr. Kucas to replace existing Masonite siding with new fiber cement siding, replace any rotten wood with new wood trim and wrap existing soffit and fascia with vinyl for the property located at 406 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0 Changes to Existing Buildings**.



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 406 East Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. Mark Kucas, your property is located within 100 feet of the above referenced property.

Mr. Kucas has submitted a request to replace existing masonite siding with fiber cement siding, replace any rotten exterior wood with new wood trim and to repair the existing soffit and fascia with vinyl on the property located at 406 East Main Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 1, 2013

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtongov.com

Adjoining Property Owners: 406 East Main Street

- Virginia Finnerty
400 East Main Street
Washington, NC 27889
- Vergil Jenkins, Jr.
412 East Main Street
Washington, NC 27889
- John O'Neil
420 East Main Street
Washington, NC 277889
- Keith Hardt
424 East Main Street
Washington, NC 27889
- Michael Messner
428 East Main Street
Washington, NC 27889
- Leslie Moore
31 Evanshire Dr.
Fredericksburg, VA 22406
- Henry Carter
325 East Main Street
Washington, NC 27889
- Crystal Phillips
331 East Main Street
Washington, NC 27889
- David Clark
401 E. Main Street
Washington, NC 27889
- Geraldine Bennett
405 East Main Street
Washington, NC 27889

- Rachel Mills
PO Box 1325
Washington, NC 27889
- Charles Davis
413 East Main Street
Washington, NC 27889
- Walter Hannan
1721 Anderson Street
Wilson, NC 27893



ADDRESS: 406 E Main St

TAX PARCEL NUMBER: 5685-07-1213

CONTRIBUTING: No

CONTRIBUTING NUMBER:

NON-CONTRIBUTING NUMBER:

CURRENT OWNER: IBX Development, LLC

FLOOD ZONE: No

SQUARE FOOTAGE OF STRUCTURE: 5958

WINDOW STYLE: Downstairs: same

DOOR STYLE:

ROOF MATERIAL: Asphalt Shingle

DESCRIPTION: 2 story late 19th, early 20th century frame house with bay windows, wide porch, diagonal treatment under porch.

OTHER FEATURES: (i.e. fences, accessory buildings, etc.): Tax Card addressed as 1 Lot N/S E Main St, Apts. 1-6

MINOR WORKS

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 149 N. Market St.

Historic Property/Name (if applicable): _____

Owner's Name: Will Page

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replace present A/C (Condenser)
on ground where old unit is.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Dixon Heat & A/C Dalmer Dixon
(Name of Applicant - type or print) Wash. N.C.
1704 River Road 27889
(Mailing Address) (Zip Code)
9-11-13 946 6498
(Date) (Daytime Phone Number)
Dalmer Dixon
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 228 Stewart Parkway

Historic Property/Name (if applicable): _____

Owner's Name: Mark Gray

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Changes to sign. Leaving
structure only removing sign face

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

APOLLO'S STEAKHOUSE
(Name of Applicant - type or print)
228 Stewart Parkway, Washington, NC
(Mailing Address) (Zip Code) 27889
9/19/13 252-944-7326
(Date) (Daytime Phone Number)
Sam Nico Nathan
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 409 N Bonner Street

Historic Property/Name (if applicable): _____

Owner's Name: Doris J Godley

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Repairing front porch floor - maintaining size of current porch

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input checked="" type="radio"/> Approved	<u>JB</u>
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Doris J. Godley
(Name of Applicant - type or print)
P.O. Box 2123 Wash. NC. 27889
(Mailing Address) (Zip Code)
Sept. 23, 2013 252-623-8196
(Date) (Daytime Phone Number)
Doris J. Godley
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

J. B. Bunn 9/23/13
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

MINUTES

WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting – Minutes
Tuesday, September 3, 2013
7:00 PM

Members Present

Picott Harrington	Geraldine McKinley
Judi Hickson	Ed Hodges
Seth Shoneman	Victoria Rader

Members Absent

Jerry Creech

Others Present

John Rodman, Director
Jennifer Brennan, Community Development Planner
Jessica Green, Administrative Support

I. Opening of the meeting

The Chairman called the meeting to order.

II. Invocation

A moment of silent prayer was taken.

III. Roll Call

A silent roll call was taken by staff.

A motion to accept the agenda was made by Judi Hickson and seconded by Gerri McKinley. All voted in favor.

IV. Old Business

1. Demolition of 312 Water Street

John Rodman came forward to address the Commission. He explained that this item had been on the Commission's agenda last month and it was continued to this month's meeting so that there would be time to investigate a few things. He stated that some of the audience members wanted to address some issue to the City Council, which occurred. He explained that staff is once again bringing the request to the Commission. Mr. Rodman then explained all the steps that have been done in order to contact the property owner and presented the Commission

with a number of options for a motion. He explained that this is an active request and based on the Commission's rules and regulations once an item is presented the Commission has 90 days to make a decision or the item is automatically approved. He explained that the Commission can approve the request as written, continue the item, or they can delay demolition of a structure for up to 365 days.

The Chairman opened the floor.

Steve Rader came forward to speak against demolition. He stated that he had gone to the City Council about this matter and they were in favor of implementing the fines within the demolition by neglect ordinance. He explained that the Council stated that they would like a request from the Commission to go ahead with the fines. He stated that this should be the first step that is considered. Mr. Rader explained that this is a contributing structure that was built in 1880 and would be a real loss if torn down. He then spoke about the numerous people interested in purchasing the house to restore it. He explained that the fines would either make the owner restore the house himself or sell it to someone who would restore it. Mr. Rader then spoke more about the importance of this house to the neighborhood. Mr. Rader presented a petition of 71 names of people who are asking the Commission to save the house and are against the demolition of this house. Mr. Rader stated that he believes the tool is there in the demolition by neglect ordinance to start imposing fines. He explained that the City could also spend money to repair the house and then put a lien on the property, but that would be up to the City Council. He stated that he believed the City Council was leaning more towards imposing the fines on the property owner. Mr. Rader stated that this house can and should be saved.

There being no others coming forward the floor was closed and the Commission discussed the request amongst themselves.

Ms. Hickson spoke about the owner's rejection of all contacts from the City and private residents concerning this property. Mr. Rodman explained that Mr. Rader is asking the City Council to start placing daily fines on the property. Ms. Hickson asked if this would have any greater effect of the owner. Mr. Rader explained that the fines and liens on the property can be foreclosed and when they are foreclosed the house can be sold at the courthouse door.

Mr. Rodman explained the Commission's options. He stated that since an application has been submitted according to the rules and regulations they have to act on that application within 90 days. He explained that the application is dated July 31st, so the Commission has 60 days before they really need to act on the request. He stated that if they wished to continue the item they have that option for another 60 days. He explained that they can delay the item for up to 365 days, but if they do it becomes the responsibility of the Commission to investigate other options for the house. He then stated that the Commission can approve demolition. The Commission discussed their options. Victoria Rader stated that they must save this house.

Victoria Rader made a motion to continue this item. Her motion was seconded by Picott Harrington. All voted in favor and the motion carried.

Victoria Rader then made the following second motion: Whereas the house located at 312 Water Street is particularly notable example of late 19th century residential construction, and Whereas the house located at 312 Water Street is listed as a contributing structure to the Washington Historic District, and Whereas the house located at 312 Water Street is bordered on three sides by house of the mid to late 19th century, and Whereas loss of the house at 312 Water Street would severely and irreparably harm the streetscape and the historical integrity of the Historic District block in which it is located, and Whereas multiple people have expressed interest in acquiring and restoring the house located at 312 Water Street, and Whereas the owner of the house at 312 has for a considerable period of time neglected maintenance and upkeep on it, Be it therefore resolved that the Historic Preservation Commission requests immediate action by the City Council to either use city funds which would become a lien on the property to stabilize the house located at 312 Water Street, or in the alternative to begin imposing the maximum daily fine for demolition by neglect. Judi Hickson seconded the motion. All voted in favor and the motion carried.

V. Major Works, Certificate of Appropriateness

A. Major Works

1. A request has been made by Sloan Family Venture, LLC to install 3 “goose neck” or barn lights on the southwest façade of the building located at 245 W. Main Street (overlooking parking lot and Stewart Parkway).

Mr. Mike Sloan came forward and was sworn in. He explained their intention to the Commission. He stated that they wished to install 3 goose neck lights to illuminate their sign. He stated that they had gotten the idea from the Wells Fargo building and the Edward Jones building.

The Chairman opened the floor. There being none coming forward the floor was closed. The Commission discussed the request. Ms. McKinley stated that she felt the lights would look very attractive.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Sloan Family Ventures, LLC to install 3 goose neck or barn lights on the property located at 245 W Main Street. The lights are to be placed on the southwestern façade of the building overlooking Stewart Parkway. This motion is based on the following findings of fact: the application is congruous with the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 4.0 Streetscape and Site Design. Gerry McKinley seconded the motion. All voted in favor and the motion carried.

2. A request has been made by Mary Alice King to have a dying tree removed from the front yard of the property located at 115 N. Academy Street.

Ms. King explained her request and presented pictures of the dying tree.

The Chairman opened the floor. There being none coming forward the floor was closed.

Seth Shoneman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mary Alice King to allow the removal of the tree located in the front yard of the property located at 115 N Academy Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 4.0 Streetscape and Site Design. The motion was seconded by Judi Hickson. All voted in favor and the motion carried.

3. A request has been made by Mr. William Kenner to remove secondary front door and return it to a window configuration, replace second floor windows with new wooden windows, remove existing roof and replace with new standing seam metal roof and install half round gutters on the property located at 720 E. Main Street.

Mr. Kenner came forward and presented his request. Mr. Kenner then presented a sample of the type of window he wished to use. He explained that all the windows would be a 4 over one wooden window. He stated that he wanted to install the gutters in order to help preserve the wooden windows. Mr. Kenner stated that he would like to use a silver galvanize metal for the roof.

The Chairman opened the floor. Mr. Rader spoke in favor of Mr. Kenner's request and praised him for his dedication to preservation. The floor was closed.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to William Kenner to allow for the removal of the secondary front entrance and replace with windows, replace second floor windows with new wood windows, remove the existing roof and replace it with a new standing seam metal roof and install half round gutters on the property located at 720 E. Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.0 Changes to Existing Buildings. Gerri McKinley seconded the motion. All voted in favor and the motion carried.

B. Minor Works

1. A request has been made and approved by staff for an Emergency Certificate of Appropriateness to remove the tree located in front of 234 E. Main Street. The tree split down the middle and fell on two houses.
2. An application for Grant Funding under the Downtown Façade Improvement Grant Program has been made by Betty Stewart for Work completed on the property located at 121 N. Market Street. Work includes awnings, wood replacement and sidewalk repair. Staff has approved this request of \$2,000.
3. An application for Grant Funding under the Downtown Façade Improvement Grant Program has been made by William Page for work on the property located at 149 N. Market Street. Work includes replacement of windows, replacement of tile work and wood repair. Staff has approved this request of \$2,000.
4. An application for Grant Funding under the Downtown Façade Improvement Grant program has been made by Hood Richardson for work on the property located at 110 W. Main Street. Work includes window repair and paint work. Staff has approved this request of \$1,087.50.
5. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. Bruce Donald to replace the A/C unit and gas furnace at the property located at 750 West 2nd Street.
6. A request has been made and approved by staff for a Certificate of Appropriateness to Terry Hardison to change out the gas pack at the rear of the house at the property located at 325 North Market Street.
7. A request has been made and approved by staff for a Certificate of Appropriateness to Ms. Margaret Branchaud to construct a handicap ramp off the side of the porch on the property located at 610 West 2nd Street. The ramp will go to the rear of the property.
8. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. and Mrs. Andy Olsen to replace the A/C unit on the property located at 245 East 2nd Street.
9. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. Jeffery Bennett to replace the A/C unit of the property at 751 West 2nd Street.

Victoria Rader made a motion to approve all the minor works. Her motion was seconded by Picott Harrington. All voted in favor and the motion carried.

The Commission took a moment of silence in memory of Carol Bowen.

VI. Other Business

1. Election of New Officers

This item was moved to next month's agenda.

2. Demolition by Neglect Sub-Committee, 5 letters sent to property owners

Jennifer Brennan updated the Commission on this item. She stated that she had sent out 5 letters to 4 different property owners in the historic district. She explained that all the owners had properties that were identified by the sub-committee as a high priority. She stated that she

had heard back from two of the property owners. She stated that it may take some time to get these properties repaired, but they will get there.

3. Demolition by Neglect of 210 E. 2nd Street, update

Ms. Brennan stated that the owner of 210 E. 2nd Street had contacted her and provided his work plan. She explained that starting this month he would start doing some work on the property. She stated that the owner had provided a long range plan and hopefully they would see some progress soon. She explained that it is going to take some time since the owner does live in California, but he is moving forward and there is a plan in place. She stated that his father will be coming down to do most of the work and he is a contractor, so she is not concerned about the quality of work that will be done.

4. Design Guidelines Sub-Committee

Ms. Brennan stated that she hoped to have a committee meeting by the end of the month. She explained that the guidelines are mostly complete but she would like to sit down with the committee and make sure she has the most up to date copy. She stated that they would be moving forward with getting those approved.

5. Cell Tower Construction Notice

Ms. Brennan informed the Commission that a cell tower will be constructed on Hwy 17. She explained that it is not in the district and would not affect the district. She informed the Commission that she would be sending a letter out stating that they do not have a problem with the construction of the tower.

6. Preservation North Carolina Conference, October 2-4, Edenton

Ms. Brennan reminded the Commission about the conference and urged the members to attend.

VII. Approval of Minutes – August 6, 2013

Ms. McKinley made a motion to approve the minutes. Her motion was seconded by Seth Shoneman. All voted in favor and the minutes were approved.

VIII. Adjourn

There being no other business, Judi Hickson made a motion to adjourn. Picott Harrington seconded the motion. All voted in favor.